

**Frederick Community Action Agency
Board of Directors Meeting
Wednesday, May 16, 2018
Frederick Community Action Agency
100 South Market Street, Frederick, Maryland**

Board Members Present: Dr. Robert Mannis; Tim Reardon; Diane Fink; Ingrid Palmquist; Senator Ron Young; Delegate Karen Lewis Young; Seaven Gordon; Louise Lynch; Chris Bickle

Staff Present: Melissa George, Medical Assistant; Chris Bard, Case Manager; Alex Baldi, Case Manager; Jen Beach, Case Manager; Carol Mack, PA; Sarah McAleavy, Supervisor; Janet Jones, Supervisor; Michele Ott, Supervisor; Brad Petersen, Assistant Director

Guests: Kevin Lollar, Ann Ryan, Angie Liddiard, Branden McCallister from Housing Authority of the City of Frederick; Kelly Caplan, Washington Gas

Call to Order:

Meeting called to order at 12:06p.m. with Dr. Robert Mannis presiding. Introductions followed.

Approval of Minutes:

Minutes from February 21, 2018 meeting were reviewed and approved by unanimous vote.

BOARD MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Dr. Robert Mannis	X					
Tim Reardon			X			
Leslie Slaby						X
Diane Fink			X			
Ingrid Palmquist			X			
Senator Ron Young			X			
Delegate Karen Lewis Young			X			
Council Member MC Keegan-Ayer						X
Mayor Michael O'Connor						X
Alderman Ben MacShane						X
Seaven Gordon		X				
Louise Lynch			X			
Guy Djoken						X
Chris Bickle			X			

Charles Green						X
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Fiscal Report – Michele Ott, Supervisor:

Michele Ott presented on the budget on FCAA departments 6111 (FCAA), 5121 (Rental Program), 5131 (MPDU), AND 6112 (Community Health Center). The FCAA has presented the FY19 budget to the Mayor and Board of Alderman. Report approved by unanimous consent.

BOARD MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Dr. Robert Mannis			X			
Tim Reardon			X			
Leslie Slaby						X
Diane Fink	X					
Ingrid Palmquist			X			
Senator Ron Young			X			
Delegate Karen Lewis Young			X			
Council Member MC Keegan-Ayer						X
Mayor Michael O'Connor						X
Alderman Ben MacShane						X
Seaven Gordon			X			
Louise Lynch			X			
Guy Djoken						X
Chris Bickle		X				
Charles Green						X

Guest Presentation – Update on the Housing Authority of the City of Frederick: Kevin Lollar, Ann Ryan, Angie Liddiard, and Branden McAllister

The Housing Authority of the City of Frederick (HACF) staff presented on two issues: Catocin View updates and the Family Self Sufficiency supportive services.

The Catocin View Apartment building will be going through a complete gut renovation. The renovation will convert the existing efficiency units to one bedroom units. During this process, tenants will be given vouchers to live elsewhere. The goal is to move tenants out by November to start work.

The Family Self Sufficiency supportive services connect residents to available benefits and services.

Guest Presentation – Kelly Caplan – Washington Area Fuel Fund

Kelly Caplan provided an overview of the Washington Area Fuel Fund. Applicants do not need to be customers to access benefits.

Program Presentation – PATH, SOAR, Outreach & Transportation, and Transitional Shelter Programs – Brad Petersen, Chris Bard, Alex Baldi, and Jen Beach

Brad, Chris, Alex, and Jen gave a PowerPoint presentation on the following FCAA programs: PATH, SOAR, Outreach & Transportation, and Transitional Shelter programs.

Director's Report:

No report.

Other Business and Announcements:

None presented.

Adjournment

The meeting was adjourned at 1:36 p.m.

Respectfully submitted,
Brad Petersen